

CACC MEETING MINUTES

COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, December 19, 2013
10:00 AM - 11:30 AM

ARIZONA SUPREME COURT
1501 W. Washington
Phoenix, AZ 85007



AUDIO PHONE NUMBER: 1-602-425-3288
AUDIO ACCESS CODE: 5069#

MEMBERS PRESENT

Kip Anderson*
Cathy Clarich
Julie Dybas
Donald Jacobson*
Christopher Hale*
Ron Overholt*
Michael Pollard, *Chair*
Janie Randall*
Chad Roche

MEMBERS ABSENT

Phillip Knox
Rona Newton
Paul Thomas

GUESTS

Randy Smiley*, *Phoenix Muni Court*
Charles Drake*, *PCCJC*
Lauren Lupica, *City of Mesa*

AOC STAFF

Stewart Bruner, *ITD*
Eric Ciminski, *ITD*
Adele May, *ITD*
Jim Scorza, *ITD*
Jason Shumberger, *ITD*
Amy Wood, *CSD*

* indicates appeared by telephone

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WELCOME AND INTRODUCTORY REMARKS

Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order just after 10:00 a.m. After confirming a quorum existed, the chair called attention to the minutes of the November 14, 2013 CACC meeting in members' packets.

MOTION: A motion was made and seconded to accept the minutes of the November 14, 2013 CACC meeting as they appear in members' packets. The motion passed unanimously.

The chair then reviewed key items he had noted from the recent Commission on Technology (COT) meeting including computer refresh and standard image details, security awareness training, expansion of e-filing, as well as coming policies for use of personal devices on the court network. Judge Pollard requested information about how non-ACAP courts will receive the standard image to place on machines they use to access statewide applications.

aiSMARTBENCH FUNCTIONAL DEMONSTRATION

Various members and guests explained the differences between judge automation tools being developed for different levels of court. Eric Ciminski, e-Court Program Manager for the Administrative Office of the Courts (AOC), responded to last month's request for a demonstration of the bench automation systems by touring members through a series of screens in the SmartBench product currently being implemented by Pima Superior Court. He displayed screens for a judge's dashboard, document view, calendar, party-centric view, and order generation. Eric then shared the remaining steps and timeline for implementation in the initial two courts to use the product, depending on population of the central case index and central document repository. Ron Overholt added detail about technical progress being made with connecting AGAVE to iaSmartBench and his court's experience of working with the vendor.

REVIEW OF CHANGES TO MINDMAP THIS MONTH

Staff member Stewart Bruner informed members of the changes to the MindMap since last month, including the replacement of TBDs with dates for AJACS 3.10 (now Apache) and both of the projects that depend on it. Members were informed that names of future releases recently changed to mountain ranges from numbers to alleviate confusion about included features. Amy Wood has added some specific tasks for AZTurboCourt and Charles Drake has extended his statistical reporting task. Members were provided the updated priority projects table for reference. Members requested that more detail about the business impact of upcoming AJACS releases be shared with the court employees that will be affected. The possibility of a newsletter was discussed.

AZTURBOCOURT E-FILING UPDATE

Amy Wood, the AZTurboCourt eFiling Program Manager, confirmed that the intellectual property dispute previously discussed has now been amicably resolved and work is continuing on future releases of AZTurboCourt. Release 2013.3 (Release 3), which expands participant matching in Pima Superior Court, is now awaiting a January technical review meeting with the vendor. Amy also described a new requirement for the vendor to enable e-filing into cases previously granted a fee waiver or deferral.

AMCAD LJ CMS RELEASE UPDATE

In Mary Kennedy's absence, AOC's limited jurisdiction (LJ) court case management system (CMS) project manager, Adele May, shared AmCad's committed date for delivery of the final AJACS Apache Release code, February 28, 2014. AOC is in the process of confirming the content of the release and making system configuration changes prior to testing the functionality in January. Another service release will be delivered at the very end of January to complete the fulfillment of the business requirements for Mesa and AZTEC replacement.

Lauren Lupica, Mesa's CMS replacement project manager, briefly shared the efforts Mesa will undertake to configure, test, and prepare to support the Apache Release as well as the Mesa-specific items following the code delivery date and prior to the Mesa mainframe shutoff date of July 1, 2014. Some of the items previously on hold are being delivered separately from the Apache release, so local work is getting underway again. In answer to a question, Lauren described the other work done during the time Mesa has been on hold, freeing extra resources to speed the local efforts once AOC releases the code.

PCCJC AGAVE CMS ADOPTION UPDATE

Charles Drake, AGAVE CMS project manager for PCCJC, showed the depth of required statistical data that AGAVE is required to send to the AOC in comparison to the amount of data his current CMS is sending. This increase in complexity is the main reason why the statistical reports development task is running so far behind schedule. He confirmed that efforts to configure, test, and prepare for adoption of AGAVE are on track for a February go-live implementation and described the progress of efforts with testing the data conversion strategy.

POST-IMPLEMENTATION REPORTS

No implementations were completed in the past 30 days.

ITEMS OF OLD OR NEW BUSINESS

No items of old or new business were raised.

The next meeting will take place in **Room 106** of the **State Courts Building** on **January 16, 2014 at 10 AM**.

The meeting adjourned at 11:30 a.m.